



Parent Code of Conduct

Waverley Christian College exists as a Christ-centred College community to provide Christian education to a generation of young people that will encourage them to progress as confident, responsive, interdependent and inspired learners that will enable them to impact the community, our nation and the world for the Lord Jesus Christ.

We exist to support Christian families in the education and training of their children, reinforcing the biblical values and standards of a Christian community. Our curriculum is taught from a biblical perspective based on Christian values which provide the foundation for all aspects of our education program. The College is guided by the Statement of Faith of the CityLife Church and we acknowledge an ongoing relationship with the CityLife Church.

This Parent Code of Conduct applies to all adults including parents, guardians, step-parents, grandparents, extended family members, care givers, etc. The term “**Parents**” applies to all caregivers as listed above.

The “**College community**” includes all those who are directly and indirectly involved with the College, such as parents, staff members, students and their families, contractors, volunteers, etc.

SCHOOL VALUES

As a College community, we aim to work together to ensure a safe and welcoming environment for learning. Our shared Christian values of faith, love, respect, integrity, community, wisdom and excellence govern all that we seek to be and do as we work and learn together.

All Parents are expected to support, encourage and model the ethos and values of the College and set a positive example with their actions, behaviour and speech. Parents are encouraged to read and understand the policies of the College, including this Parent Code of Conduct. The Code of Conduct operates in addition to any other College policies and procedures which may apply to Parents, and may be varied from time to time by the College. All Parents are bound by this Code as part of their Enrolment Agreement with the College.

This Code of Conduct outlines the minimum standards the College requires of Parents when visiting the College campus, participating in College activities, including events associated with the College, and communicating with members of the College community, including on social media.

The College recognises the value Parents add to the College community and is grateful for the ongoing support and partnership with Parents in the care and development of their children.

ETHICAL CONDUCT

Parents play a key role in the education of their children and ought to act in the best interest of the College community. Parents are expected to role model positive behaviour and respectful communication in a manner that respects the ethos, doctrines and practices of Christian education.

At a minimum, Parents must:

- comply with all relevant legal obligations under Commonwealth and State Laws, and any court orders;
- respect and support all current College policies and procedures and ensure their children does the same;
- accept the authority of all staff members, comply with any reasonable direction, allow staff to supervise and manage students without interference and only enter a classroom when invited to do so by a staff member;
- complete forms and provide permissions in a timely manner when requested to do so by the College;
- be responsive to concerns raised by the College about their own child, including by being cooperative, providing information and attending meetings when required;
- treat all members of the College community with inclusiveness, courtesy and respect;
- ensure the health and safety of all members of the College community, respect the College's pick-up and drop-off times, abide by all traffic rules and any College traffic management system in place;
- ensure that their relationships with students and any physical contact with students is appropriate, given the age of and relationship with the student;
- never behave in a manner that constitutes bullying, harassment, discrimination or vilification, and not use language or conduct that is insulting or derogatory. Violence or verbal abuse in any form will not be tolerated;
- show proper care and regard for College property, the property of others and occupational health and safety and promptly report any damage to the College;
- as required by law, never smoke on College grounds;
- never possess alcohol on College grounds, nor attend any event on College grounds if affected by alcohol or other intoxicants;
- never possess illicit drugs on College grounds; and
- advise the College of areas of potential conflict, such as parenting and family court orders in accordance with relevant laws. Parents should not involve the College in parenting disputes, or expect the College to act as the go-between for estranged Parents.

COMMUNICATION AND INTERACTION WITH STAFF, OTHER PARENTS AND STUDENTS

Written and spoken communication to anyone in the College community, including staff members, other parents or student, should be courteous and respectful. When communicating, Parents must:

- interact civilly with staff, students and other parents at all times;
- refrain from offensive, derogatory or abusive language or expletives, raise their voice, insult or engage in violent behaviour to anyone on College grounds or at any College-related events;
- not discipline or raise their voice or get involved in verbal altercations with another person under any circumstances;
- not intimidate, undermine, threaten, bully or harass others;
- recognise the damage of gossip within a College community and refrain from unconstructive commentary (including criticism, uninformed rumour or speculation), either directly or online;
- not disclose the personal details of an individual to another person without consent; and
- abide by communications guidelines as outlined in the College's Parent and Student Information Handbook when discussing matters related to the education and wellbeing of students.

Social media

When using social media in particular, Parents must:

- be respectful of all members of the College community;
- only post information (including personal details, contact information, images and recordings) of another student (other than their own child) with express prior consent from the student's parents;
- only make contact with a student (other than their own child) using any form of social media with the express consent of the student's parents;
- respect the privacy of other students, parents, staff, contractors and volunteers in the College community;
- never disclose any confidential information of another member of the College community (such as another parent, staff, contractors, volunteers, and/or students) to third parties without the individual's express consent;
- not use any social media as a means to voice grievances about the College, and abstain from discussing or mentioning the College, its staff or any members of the College community in a negative or defamatory way;
- refrain from publishing any information which may bring the College or any member of the College community into disrepute, including any images and recordings of students in College uniform with the potential to bring negative connotations towards the College, its staff or students;
- remove any photos or comments posted on social media when requested by the College; and
- not set up any online website, forum or group which features the College's name in its title, or which may suggest that it is operated or sanctioned by the College without permission.

COMPLAINTS

The College takes seriously, genuine complaints and grievances that are brought to its attention and acknowledges the right of parents to express their concerns related to the education of their child or other matters related to the College. If parents express their concerns to the College, they can expect to be treated with courtesy and respect.

Parents should raise the matter with the appropriate staff member as set out in the Parent Student Information Handbook, College's Complaints Policy, and in a manner consistent with this Parent Code of Conduct.

As a general guide, minor issues may be raised with the child's teacher. More serious matters can be directed to a senior member of staff, for example the Head of School, Head of Campus, Deputy Principal or the Principal.

The College will investigate the complaint to determine whether there has been a breach of the Parent Code of Conduct. As part of this investigation, the College will invite the respondent to discuss the complaint with the College, during which the respondent will be provided with information about the alleged breach and asked to provide a response.

CONSEQUENCES OF A BREACH

Where a Parent acts in a manner inconsistent with this Parent Code of Conduct, a staff member may request that the Parent cease their behaviour. Staff members may also bring to an end the particular phone call, meeting or discussion, request another staff member's presence for the remainder of the interaction, or lodge a complaint against the Parent in accordance with the College's Complaints Policy.

The consequences of any breach of this Parent Code of Conduct will, subject to procedural fairness, be determined at the College's discretion. If the College is satisfied that a breach has occurred, the Principal or representative of the Principal may implement one or more of the following consequences (and not necessarily in any particular order):

- limit or ban a parent from entry on to College grounds or from attending any College-related co-curricular activities or other events;
- direct that a parent may only communicate with members of staff through a nominated College representative;
- take such other steps (such as a warning, mediation, direction to provide an apology, etc.) as deemed appropriate, according to the nature of the breach; and/or
- terminate the enrolment of the child/children of that Parent.

The College may involve other authorities at any time where it deems appropriate.

The Parent may appeal the College's decision to the Chair of the College Council, as set out in our Complaints Policy.

RELATED POLICIES AND PROCEDURES

Enrolment Agreement and Terms and Conditions of Enrolment

Privacy Policy

Complaints Policy

Student Code of Conduct

Parent and Student Information Handbook

Behaviour Management Policy

Interactions with Children Policy (Kinder)

SMT member to review	Deputy Principal	Date reviewed	July 2019	Review cycle	2 years
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